Draft Subcommittee Terms of Reference

Computing & Technology

This subcommittee is tasked with providing feedback and making recommendations with respect to Information Technology to the Resource Planning & Priorities Committee. Issues relating to:

- Policies on IT Access and Security, Network, Voice and Data Communications, Classroom and Media-Mediated Technology;
- The feasibility of adopting specific IT advancements at UTM;
- Technology-related support on campus;
- Tri-Campus Information Technology.

Membership on the Computing & Technology subcommittee will be arranged annually by the Chair of the subcommittee in consultation with the Secretary of the Council. The composition of the subcommittee is as follows:

- 1 Chief Information Officer (Chair)
- 1 representative, Business Services
- 1 representative, Computing Services
- 1 representative, Micro Electronics
- 1 representative, Office of the Registrar
- 1 representative, Library
- 1 faculty member or representative, Computer Science
- 3 faculty members from Departments other than Computer Science
- 1 representative, CCIT program
- 1 representative, Medical Academy
- 1 graduate student member of the Council
- 1 full-time undergraduate student member of the Council
- 1 part-time undergraduate student member of the Council

Meetings of this subcommittee are open to any members of Council. Meetings will have no formal minutes, but a record of any action or follow-up needed will be kept by the Chair. The subcommittee, via the Chair, will periodically report its activities and related issues to the Resource Planning & Priorities Committee.
Current Standing Committee Terms of Reference

3. COMPUTING COMMITTEE

3.1 Terms of Reference
The Committee shall make recommendations to the Vice-President and Principal of the College and to Council on

a. policy relating to computing and data communications,

b. the feasibility of adopting specific advancements in computing and communication technology at UTM.

c. instructional media

d. micro electronics

e. computer services

3.2 Membership

1 Chair of Council
1 Vice-Principal, to be designated by the Vice-President and Principal
1 Chief Administrative Officer
1 representative, Business Services
1 Manager, Computing Services
1 Manager, Micro Electronics
1 representative, Office of the Registrar
1 representative, Library
3 faculty members from Departments other than Computer Science
1 faculty member, Computer Science
1 Director of the CCIT program or designate
1 graduate student member of the Council (to be appointed by UTMAGS)
1 full-time undergraduate student member of the Council (to be appointed by UTMSU)
1 part-time undergraduate student member of the Council (to be appointed by the UTMSU Vice-President Part Time Affairs)
UTM Web Master

3.3 Election of Members
Elections shall be the same as for the Academic Affairs Committee.

3.4 Chair
The Chair shall be elected by the Committee from the members of the Committee (excluding the Chair of Council, the Vice-Principal and the Chief Administrative Officer) and shall serve for a period of two years. A member elected by the Committee for a two-year term as Chair shall have his/her membership on the Committee extended by one year if such is necessary to complete his/her term as Chair.

3.5 Secretary
The Secretary of the Council shall act as the Secretary for the Committee.